

State Board of Registration for Professional Engineers

Please remember to return your supplemental information sheet with your completed packet (if required). Only complete applications are presented to the Board and must include the following criteria:

Engineering Intern Certification

- _____ All areas of the application must be completed.
(*You only need to notarize your application if you answer "YES" to questions 2 through 5 on the background questions.*)
- _____ 3 reference letters in sealed envelopes. Reference forms are to be in a sealed envelope with a signature placed across the back, **unless the exam was taken in the senior year.**
- _____ Original photograph (*taken within the past 8 weeks.*)
- _____ NCEES notification of passing FE exam.
- _____ Original copy of the transcript(s)/or **evaluation of foreign degree.** This information is to be sent directly from the college/university or the evaluating agency.
- _____ Supplemental form and work experience (**for Non-ABET accredited programs; technology degrees and foreign degree applicants**).
- _____ **\$10.00** application fee. (*Fees are non-refundable and non-transferable*) Please make all checks payable to Indiana Professional Licensing Agency (IPLA).

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Completed applications must be postmarked by:
January 2 for the April examination July 1 for the October examination
It is your responsibility to complete and submit a completed application with fees.
A partial application will not be considered for evaluation and/or examination.

Professional Engineer

- _____ All areas of the application must be completed.
(*You only need to notarize your application if you answer "YES" to questions 2 through 5 on the background questions.*)
- _____ Original photograph (*taken within the past 8 weeks.*)
- _____ **\$300.00** exam application fee or **\$500.00** comity application fee. (*Fees are non-refundable and non-transferable*) Make all checks payable to Indiana Professional Licensing Agency (IPLA)
- _____ Verification(s) from the state where you passed your exam(s) and all states where you hold or held licensure.*
- _____ 5 references, of which 3 must be from Professional Engineers. Reference forms are to be in a sealed envelope with a signature placed across the back. *
- _____ Original copy of the transcript(s)/ or **evaluation of foreign degree.** This information is to be sent directly from the college/university or the evaluating agency.*
- _____ Supplemental form (**for Non-ABET accredited programs; technology degrees and foreign degree applicants**)
- _____ Original Part III answer sheet for Professional Engineers. The questions and answer key can be found on-line at <http://www.in.gov/pla/2741.htm>.

* NCEES Record may contain these documents.